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Recommendations

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SR-89-90-18 (ASCR)

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ACADEMIC STANDARDS AND CURRICULA REVIEW COMMITTEE

Recommendation  
November 10, 1989

**SR-89-90-18 (ASCR)**

That the Honors Program proposal and Honors Option form be approved (attached):

**BACKGROUND/RATIONALE:** This is a contract between student and professor which is negotiated prior to the beginning of the class. This contract would allow the student to take the course as an Honors course even though it is not so designated. The student will then receive Honors designation for that class.

**FACULTY SENATE PRESIDENT:**

APPROVED BY SENATE: Kathryn Heitz DATE: 12/7/89

DISAPPROVED BY SENATE: \_\_\_\_\_ DATE: \_\_\_\_\_

**UNIVERSITY PRESIDENT:**

APPROVED: Don Stuchlik DATE: 12/13/89

DISAPPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

**SR-89-90-18 (ASCR)**

## H - OPTION

### Honors Credit Form Explanation

The attached form is for use by students when they receive Honors credit for a course. This form must be signed by the Student's instructor, the department chair of the department offering the course, the Honors Program Director, the student, and then sent to the Registrar.

To receive Honors credit, the student and the instructor must agree in advance that the student's work in the course will be sufficiently different from that of the typical student to warrant such credit. This may involve the student taking the course by independent study rather than attending class, developing a greater depth in some particular aspect of the course, having weekly conferences with the instructor over special material studied, or other suitable arrangement, agreed upon by the student and the instructor.

Since Honors courses are open only to superior students, it is expected that the quality of the student's work in courses done for H credit will be excellent. However, the giving of such credit does not warrant the use of a grading scale different from that used for the regular course.

When a student takes a course for Honors credit, the Registrar's Office is notified and the H designation is added to the course number on the student's permanent record. This indicates that the student did in fact have a special experience in this course and had taken some initiative in developing an individualized program. The use of Honors credit is thus one way in which the Honors student can develop a program of study which is different from that of the typical student and which more closely meets his or her unique educational needs and goals.

If there are any questions about this policy or the procedures used, please call the Honors Program Office, 304/696-5421.

## THE HONORS OPTION

The Honors option allows an Honors student (3.3 GPA) enrolled in a regular course to make it an Honors course and to receive Honors credit. The student and instructor, in advance of the semester in which the course is offered, arrange to do a part of the work of the course as Honors caliber. The Honors work should not be an add-on, but should be done within the course syllabus or as an alternative to it. Simply increasing the volume of required work does not constitute an Honors option. Instead, the character and quality of the work is increased. Since Honors work will be at a more sophisticated level, it will be more intellectually demanding and may require more time. But it should also result in greater learning and be more intellectually meaningful.

The Honors option represents a commitment by student and instructor to see the project through. The course may not revert to non-Honors status without the permission of the instructor. Such a change must be made before the end of the sixth week of the semester.

The grade in an Honors option course should reflect an evaluation of all your work in the course. Work done in common with other students in the course may provide a basis for comparison. Work done in an Honors mode may be judged as independent study might be.

An Honors-option form (attached), containing a description of the proposed Honors work must be filed at the Honors Office (QM 227) no later than the end of the third week of the semester in which the course is taken. Register for the course in the usual way. Honors credit will be arranged by the Honors Office for courses for which Honors option forms have been filed.

An Honors-option Resource File, designed to help in planning productive Honors options, will be available in the Honors Office. This file will contain student evaluations of options completed and will help students find courses for Honors options and to develop ideas for projects.

HONORS OPTION

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To receive Honors credit for a regular course, fill out this form and return to the Honors Office (OM 227) before the end of the third week of the semester in which the course is taken.  
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NAME \_\_\_\_\_ SS# \_\_\_\_\_ SS# \_\_\_\_\_

COLLEGE \_\_\_\_\_

LOCAL ADDRESS/PHONE \_\_\_\_\_  
\_\_\_\_\_

DATE SUBMITTED \_\_\_\_\_

I request permission to register in:

\_\_\_\_\_  
(Course number/section/title)

for Honors credit for \_\_\_\_\_ Semester, 19\_\_\_\_,

for \_\_\_\_\_ credits.

\_\_\_\_\_  
AN HONORS OPTION SHOULD CONSIST OF A PART OF THE COURSE SYLLABUS OR A RELATED ALTERNATIVE TO IT. PLEASE DESCRIBE THE SPECIFIC HONORS WORK YOU EXPECT TO DO IN THESE TERMS. YOU CAN ATTACH DOCUMENTATION IF YOU WISH.

PLEASE DESCRIBE WHY YOU THINK THIS PROJECT CONSTITUTES HONORS WORK.

THE CHARACTER OF THE WORK, NOT THE QUANTITY SHOULD BE SUPPLEMENTED.  
PLEASE DESCRIBE HOW THIS HONORS PROJECT WILL REPLACE OR ENHANCE  
SOME REGULAR REQUIREMENT OF THE COURSE.

AN IMPORTANT COMPONENT OF HONORS WORK IS REGULAR CONTACT BETWEEN  
STUDENT AND FACULTY FOR REVIEW AND DISCUSSION OF THE PROJECT AS IT  
DEVELOPS. PLEASE DESCRIBE THE AGREEMENT REACHED AND THE DEADLINES  
ESTABLISHED FOR MEETING THIS REQUIREMENT.

**Grading:** A student's grade should reflect all of a student's work in the course, including work done in common with other students as well as work done in the Honors mode. Completion of the Honors part of the course cannot be deferred without deferring the grade in the course.

**Removing the Option:** The filing of an Honors option represents a commitment by both student and instructor to see the project through. The course may not revert to non-Honors status without the permission of the instructor. The Honors Office must receive written notice immediately of such a change, but not later than the end of the sixth week of the semester.

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STUDENT (Signature) \_\_\_\_\_ DATE \_\_\_\_\_

NAME OF INSTRUCTOR \_\_\_\_\_ DATE \_\_\_\_\_

INSTRUCTOR (Signature) \_\_\_\_\_ DEPT. \_\_\_\_\_

To the Registrar: Please assign H-credit to this student and this course.

DIRECTOR OF HONORS (Signature) \_\_\_\_\_

DATE \_\_\_\_\_

Registrar notified by Honors Director (Date) \_\_\_\_\_